



2003 IBC, IPC, IFGC, IMC, IECC & 2002 NEC COMMERCIAL PLAN REVIEW CHECKLIST

The following items shall be included and/or noted on plans at the time of submittal

Contractor _____ Job Address _____ Permit # _____

- ☐ **Two (2) PDF/CAD disc are required.**
- ☐ **Verify Zoning for Proposed Building** ☐ **Does the use require a Specific Use Permit (SUP)?**
- ☐ Three (3) sets of Plans – prepared by a registered design professional (Architect or Engineer)
- ☐ Site Plan including landscaping and lighting plans
 - ☐ Signage ☐ Landscaping ☐ Parking Spaces ☐ Handicapped Spaces ☐ Parking lot Lighting
- ☐ State building codes used for design
- ☐ Occupancy type
- ☐ Type of construction
- ☐ Structural framing
- ☐ Floor plan
- ☐ State UL listing for fire walls
- ☐ State UL listing for penetration in fire walls
- ☐ Provide Energy Compliance Report in accordance with requirements stated IECC 2003
- ☐ Provide TDLR number (for projects over \$50,000)
- ☐ If project is a remodel requiring demolition provide asbestos survey
- ☐ Site specific soils report
- ☐ Foundation design based on site specific soils report / termite treatment method being used
- ☐ 100% masonry requirements
- ☐ Masonry solid waste container (dumpster) enclosure
- ☐ Paving 100% concrete
- ☐ Plumbing riser diagram
- ☐ Interior lighting plan
- ☐ Exit and emergency lighting plan
- ☐ Electrical power plan / Electrical riser plan
- ☐ Mechanical plan
- ☐ Typical exterior wall cross section
- ☐ Door schedule with hardware / window schedule
- ☐ Finish schedule
- ☐ ADA compliant rest room fixtures and hardware (handicap)
- ☐ Roof plan giving location of roof mounted equipment and roof damage
- ☐ Elevations of all sides of building showing finishes
- ☐ Screening fence requirements

Applicant's Signature _____

By signing this form you have agreed that all boxes have been checked and all info has been submitted. Failure to submit all required information may result in the delay of approving or denying your permit.